

### **ABSTRACT**

The invention provides an apparatus for diarizing the performance of janitorial services during a patrol. The apparatus can be in a personal digital assistant format ("PDA") that includes one or more built-in peripherals, such as a bar-code scanner. The bar-code scanner is used to scan bar codes that are applied at various locations throughout a facility. The bar codes identify individual locations in the facility that are to be cleaned as part of a janitorial patrol. The PDA is further operable to allow the janitor or cleaner to add enter electronic comments about one or more particular cleaning tasks that are performed at the location respective to each bar code. Other functions are also included in the PDA.